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[No. 3711-IX-SME-Sch-61/2016(Pt.)/SME.]

**SCHOOL & MASS EDUCATION DEPARTMENT**

RESOLUTION

The 3rd March, 2017

**Sub: Provision of Employees Provident Fund Scheme for the Teaching and Non-Teaching employees of private aided educational institutions who are covered under the Odisha Education(Payment of Grant-in-Aid to High Schools, Upper Primary (M.E) Schools, Sanskrit Tols and Madrasas) Order, 2013.**

The employees of Non-Government Aided Educational Institutions (hereafter called 'Institutions') who are receiving Grant-in-Aid in pursuance of the Odisha Education (Payment of Grant-in-Aid to the High Schools, Upper Primary (M.E) Schools, Sanskrit Tols and Madrasas) Order, 2013 are yet to be covered under Group Insurance Scheme. Besides, the Managing Committee as the employer of such employees have also not covered the employees under employees Provident Fund so far.

Considering the above aspects, Government in School & Mass Education Department vide Resolution No.14392/SME., dated the 25th July, 2016 have decided that "the Managing Committees of the Non-Government Aided Institutions will be provided with funds to support social security measures to enable them to cover these employees under the Employees Provident Fund Scheme".

Therefore, the following modalities are hereby formulated to cover the eligible employees of Non-Government Aided Educational Institutions who are receiving or will receive Grant-in-Aid in pursuance of the Odisha Education (payment of Grant-in-Aid to High Schools, Upper Primary (M.E) Schools, Sanskrit Tols and Madrasas) Order, 2013 under Employees Provident Fund Scheme. This will also be applicable to the employees who will receive Grant-in-Aid in future under the Grant-in-Aid Order, 2013 and as amended from time to time.

**1. Resolution of the Managing Committee to cover their employees under EPF:—**

The Managing Committee of the Institution should resolve unanimously to cover the eligible employees under Employees Provident Fund Scheme, 1952 made under the

provisions of the Employees Provident Fund and Miscellaneous Provisions Act, 1952 forthwith.

**2. EPF Code:—**

The Managing Committees of the Educational Institutions being the employers shall obtain E.P.F. code in respect of the concerned employer as well as the employees of the respective Educational Institution to facilitate deduction of EPF contribution.

Where, there is no approved Managing Committee, the Special Officer appointed by the prescribed Competent authority under section 7(6) of the Odisha Education Act, 1969 shall exercise the powers and discharge the functions of the Managing Committee during intervening period for the said purpose.

**3. Authorisation for deduction of EPF contribution:—**

- (a) The Managing Committee of the Institution shall resolve unanimously to authorise the concerned DDO i.e. Block Education officer/ District Education Officer as the case may be for deduction of the Employer share towards Employees Provident Fund of the employees out of the funds to be provided towards social security measures support in shape of Grants to the Managing Committee.
- (b) The concerned employees shall also authorise the concerned DDO i.e. Block Education Officer/ District Education Officer as the case may be for deduction of the employees share towards Employees Provident Fund out of the Grant-in-Aid payable to them.

**4. Provision of funds to support social security measures in shape of grants to the Managing Committees:—**

The State Government will provide funds to support social security measures in shape of Grant-in-Aid to the Managing Committees of the educational institutions towards Employer share @ 13.36% as per the Scheme for Employees Provident Fund.

**5. Deposit of employer and employees share :—**

The concerned DDO i.e. Block Education Officer / District Education Officer as the case may be shall deposit the employer share and employees share towards EPF contribution together against respective EPF Code in time.

**6.** This will come into force with effect from the date of issue of this Resolution.

**ORDER**

Ordered that the Resolution be published in an Extraordinary issue of the *Odisha Gazette* and copies thereof be extended to all concerned with 100 spare copies to S. & M. E. Department for reference.

By Order of the Governor

RANJANA CHOPRA

Commissioner-cum-Secretary to Government